

## Summary Meeting Notes

### **Emergency Medical Services Regulatory Board**

Executive Committee Meeting  
Thursday, May 12, 2011, 10:00 a.m.  
2829 University Avenue SE  
Minneapolis, Minnesota

#### **Members Present**

Kevin Miller, Vice Chair  
Gary Pearson

#### **Board Members Absent**

Paula Fink-Kocken, M.D.  
Pat Lee

#### **Guests**

Suzanne Gaines  
Gwen Kleven  
Jim Rieber  
Ron Robinson

#### **Staff Present**

Pam Biladeau  
Melody Nagy  
Mary Zappetillo

#### **I. Call to Order**

Mr. Miller said that Mr. Lee is not present so we do not have a quorum.

#### **II. Approval of Agenda**

No quorum to vote.

#### **III. Approval of Minutes**

This item will be postponed until the next meeting.

#### **IV. Data Collection Discussion**

Mr. Miller read the language of the proposed bill. Mr. Miller said that he has had conversations with the bill authors. The Minnesota Ambulance Association (MAA) has agreed to some changes to this language. Mr. Miller said that the Board has never revoked a license for non compliance with data collection requirements. The Board will still have authority to issue correction orders and fines. Mr. Robinson said that the date should be removed from the workgroup recommendation; he asked if this is enough time for the workgroup. Mr. Miller said that these dates may change. Mr. Rieber said that the Board should have a workgroup to review data and said that this has been discussed at other Board meetings.

Mr. Miller said that he, Mr. Doyle, and Ms. Biladeau discussed this legislation with Representative Abeler yesterday.

Mr. Rieber suggested a process document for the Board meeting to lay out the process for corrective action regarding correction orders for data entry issues. He said that this document should also include information for ambulance inspections.

Ms. Kleven agreed that that a workgroup should be formed.

Mr. Miller referred to the survey that Dr. Satterlee provided regarding MNSTAR data collection. Mr. Norlen also provided a metro data report. Ms. Gaines explained the report.

Mr. Rieber suggested that Ms. Biladeau set up meetings with services that are having problems with data reporting. Mr. Miller said that would be a good tie in with the results of the survey. Mr. Miller said that this can also be a conversation between the Board and the MAA.

Mr. Rieber said that we would have system improvement when we can provide reports to ambulance services on a monthly, and/or quarterly basis. Mr. Rieber asked if we could use grant funds to hire a person to do reports instead of the 3.0 upgrade.

Ms. Biladeau said that at the Data Policy Standing Advisory Committee (DPSAC) meeting on Monday we discussed the grants that are available to ambulance services; these grants were for the 3.0 upgrade. We may have an option to extend or write a new grant that could include a staff position for gap analysis, education and customer service via the internet. This grant is through the Department of Public Safety and would need to be approved by the Board. This is in the information gathering stage. Mr. Miller agreed and said that this has been a financial issue for the EMSRB.

Ms. Gaines said that one of the recommendations from DPSAC was to change the focus of these grants and consider rewriting this as a proposal. Ms. Biladeau said that the committee discussed pooling the grant. Three options exist: continue with the RFP, extend it, or re-write it for next year. Mr. Miller said that he feels the re-write option would be the best suggestion.

Mr. Miller said that there are comments in the survey about the quality review in using the data. This has been the goal since day one.

Ms. Biladeau said that the new Board appointments have been made. Mr. Miller asked if they knew when they would be naming Board chair. Ms. Biladeau said that she received a call from Governor's Office regarding the new appointments and inquired about their timeline for appointing the Chair. The Governor's Office said they did not have an exact date, but would let us know as soon as possible. Mr. Miller will be the Acting Chair.

**V. Other Business**  
None.

**VI. Adjourn**  
Meeting adjourned.